

Message Text

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ACTION OIC-02

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FM AMEMBASSY GUATEMALA
TO SECSTATE WASHDC IMMEDIATE 8902

UNCLAS GUATEMALA 6244

E.O 11652 N/A

TAGS: OCON, OTRA, AFIN, AFSP, ELAB, GT, OAS

SUBJECT: OAS LABOR MINISTERS CONFERENCE NOVEMBER 21-28

FOR IO/OIC AND LABOR DEPARTMENT

REF: GUATEMALA 5300

SUMMARY: EMBASSY PROCEEDING WITH ARRANGEMENTS FOR CONFERENCE BUT URGENTLY REQUIRES INFORMATION ON DELEGATION FLIGHT NUMBERS, ENTERTAINMENT PLANS, AND TRANSPORTATION NEEDS AND FINANCIAL DATA FOR OVERTIME AND BUS RENTAL. END SUMMARY.

1. HOTEL ROOMS. HAVE 2 DOUBLES, 10 SINGLES, AND 1 SUITE CONFIRMED AT CONQUISTADOR SHERATON AND 4 SINGLES AT PAN AMERICAN HOTEL (GOOD HOTEL LOCATED TWO BLOCKS FROM MINISTRY OF LABOR, 15 BLOCKS FROM CONFERENCE SITE). EIGHT SINGLES RESERVED BEGINNING NOVEMBER 19, TWO BEGINNING NOVEMBER 20, AND REMAINDER OF ROOMS BEGINNING NOVEMBER 21. EMBASSY WILL MEET ALL PLANES AND ASSIST ALL MEMBERS OF DELEGATION THROUGH CUSTOMS AND IMMIGRATION. WE UNDERSTAND THAT ALL NOVEMBER 19 AND 21 ARRIVALS WILL BE ON PAA541 (EXCEPT GARCIA, WHO WE ASSUME WILL ARRIVE ON PAA502 FROM MANAGUA.)

PLEASE ADVISE FLIGHT NUMBERS FOR NOVEMBER 20 ARRIVALS, AS PAA541 DOES NOT FLY THAT DAY. ALSO PLEASE ADVISE NAMES OF DELEGATES WHO SHOULD BE ASSIGNED TO FOUR SINGLES

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AT PAN AMERICAN HOTEL. WE ARE STILL WORKING ON GETTING

ENTIRE GROUP INTO CONQUISTADOR, BUT SO FAR WITHOUT SUCCESS.

2. OFFICE SPACE. WE HAVE SET ASIDE ONE ADDITIONAL ROOM AT CONQUISTADOR AS CONTROL ROOM, WHICH EMBASSY WILL MAN. ADDITIONAL OFFICE SPACE, TELEPHONES AND CLASSIFIED STORAGE WILL BE PROVIDED AT EMBASSY.

3. SECRETARIAL ASSISTANCE. AMERICAN SECRETARY WILL BE AVAILABLE FOR TYPING. AS WE UNDERSTAND OVERTIME WILL BE INCURRED, PLEASE ADVISE FUND CITATION TO WHICH OVERTIME PAYMENT MAY BE CHARGED.

4. TRANSPORTATION. EMBASSY CAN PROVIDE THREE CARS, WITH DRIVERS AND SECURITY GUARDS, FOR SECRETARY DUNLOP AND CONGRESSMEN DENT AND ERLNBORN DURING ENTIRE PERIOD OF THEIR STAY. HOWEVER, WE WILL NEED FUND CITATION FOR OVERTIME FOR DRIVERS. FOR TRANSPORTATION TO AND FROM CONFERENCE FOR REMAINDER DELEGATION, WE SUGGEST RENTAL OF MINIBUS AT \$96 PER WEEK PLUS 15 CENTS PER KILOMETER. FUND CITATION FOR BUS OR CAR RENTAL REQUIRED.

5. REPRESENTATIONAL ENTERTAINING. DOES DELEGATION PLAN HOST ANY SOCIAL FUNCTION FOR OTHER DELEGATIONS? IF SO, PLEASE ADVISE SOONEST SO EMBASSY CAN MAKE ARRANGEMENTS FOR OBTAINING SUITABLE FACILITIES AND STAFF. FUND CITATION ALSO REQUIRED.

6. WILL REGULAR EMBASSY COMMUNICATIONS STAFF BE ABLE TO HANDLE ANTICIPATED TRAFFIC DURING WORKING HOURS 0730 TO 1800 OR WILL OVERTIME BE ANTICIPATED. IF SO, PLEASE PROVIDE FUND CITATION.

7. WHICH DELEGATION MEMBER WILL BE EMBASSY'S CONTACT ON ADMINISTRATIVE MATTERS, WHO WILL BE ABLE MAKE DECISIONS ON EXPENDITURE OF WASHINGTON FUNDS FOR ABOVE PURPOSES? SUGGEST THIS OFFICER ARRIVE NLT TUESDAY, NOVEMBER 18.
MELOY

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